

Minutes of the Suffield Permanent Building Commission

Thursday, April 12, 2012

PBC Members Present

Joe Sangiovanni, Chairman
Glenn Neilson, Vice Chairman
Cathie Ellithorpe
Bill Gozzo

Absent PBC Members

Gene Torone
Kevin Goff

Also Present

John Cloonan – Director of Public Works
Ted Flanders – Building Official
Sandy Rubino – Haynes Construction
Mark Welch – Oak Park Architects

Call to order: The meeting was called to order at 7:08 p.m.

Public Comment: None

Correspondence: None

Approval of Minutes

- Laurie Foster has been hired to type the meeting minutes for the PBC.
- Chairman Sangiovanni will e-mail the minutes to the commission members when they become available. The PBC members will review them and make corrections prior to acceptance at a future meeting.

** The agenda is in a different order than usual so that Ms. Rubino and Mr. Welch can attend the portion regarding the High School Agri-Science Large Animal Facility Project and the High School Fire Pump Project.*

Town Hall Renovation Project

- The draft of the contract from Ms. Angela Cahill from Fletcher Thompson was received today.
- The PBC members reviewed the draft, discussed its contents, and made corrections.
- Once the PBC members are satisfied, it will be sent to Mr. Charlie Alfano (Town Attorney) who will make sure it is acceptable as a legal contract and the project can move forward.
- Mrs. Ellithorpe noted that all of the language changes that were made in the document were listed on a page at the end.
- It needs to be clarified with Ms. Cahill that the electrical system upgrade needs to include the entire building, not just the HVAC system.
- There was a question regarding the asbestos removal – it was stated in the RFP that it was part of the scope of work, but it was not included in the draft.
- The PBC members requested an hourly rate and an estimated number of hours for the project. They wrote in that at the end of phases 1 and 2, both parties will need to agree to the number of hours needed for phase 3 – the construction phase. The PBC members estimate that the project will take approximately 500 hours.
- The PBC members also added in that Fletcher Thompson needs to assist the PBC with the phasing of the work.

**With the PBC members' permission granted, the order of the agenda was changed due to the arrival of Ms. Rubino and Mr. Welch.*

High School Agri-Science Large Animal Facility Project

- The grouting is now adequate. They are still waiting on the IMTL report and the final report from Mr. Mike Vanesse.
- Chairman Sangiovanni informed Ms. Rubino and Mr. Welch that the PBC members conducted their own walk-through of the building (on Saturday, March 31, 2012) and created a preliminary punch list and took pictures. They discovered numerous defects and wanted to bring them to the attention of Ms. Rubino and Mr. Welch so they could be addressed.
- The defective areas/deficiencies included the following:
 - There is no flashing present under and around the exterior wood siding.
 - There is water leaking through the exterior windows, particularly in the back of the building. (Mr. Welch said that they had applied a water proofing layer, so that should not be happening.)
 - There is no grouting around the exterior door frames.
 - The windows in the back of the animal shelter (above the door) appear to be bowing out.
 - The roll-up doors were filled, galvanized, and just painted over.
 - The safety does not work on the overhead door between the animal area and the classroom area.
 - There was mortar on the electrical boxes and conduits and it was painted over.
 - The pipe chases through the walls did not have any filler. (It was noted that the project is not yet complete, and the plumber will be doing that at the end.)
 - There were clip angles in the mezzanine area and only one side was bolted – at the bond beam. Ms. Rubino explained that is because the other side needed a different fastening system because block had to be installed because of conduit and pipes in that area. They have all of the materials, it just has not been fastened yet.
 - It was noted that some sort of inlet is needed for the radon ventilation system. The PBC members did not see one. Mr. Welch said that usually they create some sort of negative pressure that takes care of it, but he will ask the engineers.
 - It was discovered that the vapor barrier in the concrete floor was facing up, instead of down as it should have been; therefore, jagged edges were left. Mr. Welch said he will ask Mark Hastings about that issue.
 - There were numerous cracks in the bricks, especially on the east side of the building.
 - The joints do not line up in the wood siding on the front of the building.
 - There were gaps left by excessive spacing by the left-side entrance.
 - The location of the thermostats for the unit heaters is extremely high. (Mr. Welch will ask about why that is the case.)
 - There is over spray on the ceiling.
 - There should be wax sealer present on the ends of the IPE.
 - There are no door sweeps present. Ms. Rubino asked if there were specifications for them. The energy code requirements were mentioned.
 - The ductwork had paint in it. Ms. Rubino said that the ductwork will be cleaned.
 - The overhead doors do not line up with the channel frame.
 - The fascia on the roof does not look straight.
- Mr. Welch will be completing his final punch list two to two and a half weeks after the epoxy floor is finished.
- *Review Progress and Schedule*
 - The projection screens and the blinds have been installed.
 - The tack boards and chalkboards will be installed next week.
 - The interior signage will be installed next week.
 - The exterior signage will be installed this week.

- The fencing is complete.
- The latch for the dumpster gate was due to come in yesterday.
- The toilet partitions will not go in until the epoxy flooring is done.
- The epoxy flooring is about two weeks out. (The moisture tests need to be clear.)
- The plumber still has a few open items that he needs to address.
- The bleachers are scheduled for the third week of April. The epoxy flooring will be completed in the education room first - up to the drain, where the joint line is. The bleachers will be assembled on the other half of the floor and brought in. Then they will epoxy that other half of the floor and the other two rooms.
- Ms. Rubino is waiting for a response from the engineer on the PV panels on the roof.
- There are no Change Orders at this time, but adjustments do need to be made to the one for the overhead doors.
- Mr. Welch is still waiting for a price for the rails in front of the bleachers.
- The dedication plaque is 24x24. Chairman Sangiovanni will speak with the Board of Education to get a list of names and ensure that they are spelled correctly.

High School Fire Pump Project

- The scheduled delivery date is still May 29, 2012.
- It should take a week to get it set up, connected, and tested.
- The pipe that has been connected has been flushed already, and the rest of the pipes will be flushed out as well.

Invoices

- 1.) Mrs. Ellithorpe made a motion (seconded by Mr. Gozzo) to approve Application #10 from Haynes Construction in the amount of \$226,993.24 for the Suffield Agri-Science Large Animal Facility. **Approved unanimously.**
- 2.) Mrs. Ellithorpe made a motion (Mr. Neilson seconded) to approve Application #4 from Haynes Construction in the amount of \$21,957.17 for the VoAg fire pump. **Approved unanimously.**
- 3.) Chairman Sangiovanni made a motion (seconded by Mr. Neilson) to approve submitted invoice #0221-R from IMTL in the amount of \$692.50 for masonry testing. **Approved unanimously.**
- 4.) Chairman Sangiovanni made a motion (seconded by Mrs. Ellithorpe) to approve the monthly invoice from Oak Park Architects in the amount of \$3,800.00 for construction administration services. **3 for/1 against Mr. Neilson opposed – Motion carries**
- 5.) Mr. Neilson made a motion (seconded by Mr. Gozzo) to approve FEB as the low bidder for the demolition of the two VoAg barns with a price of \$5,676.44. **Approved unanimously. (See Other Business below)**
- 6.) Mr. Neilson made a motion (seconded by Mr. Gozzo) to approve Environmental Services, Inc. as the low bidder for the Hazmat removal for the two VoAg barns with a price of \$9,600.00. **Approved unanimously. (See Other Business below)**

Kent Memorial Library Roof Replacement and Interior Renovations

- *Review Progress and Schedule*
 - They are done with the liquid membrane.
 - There will be a final walk-through with the punch list on Monday with Silktown and Silver Petrucelli.
 - All carpeting is in
 - Vinyl floor is in
 - Things are being moved from the Town Hall back to the Library.
 - They reframed all the skylights.
 - April 28, 2012 is the scheduled move in date.
 - Mr. Flanders met with Mr. Mike Vanesse (regarding the bookshelves) and he will give Mr. Flanders his report as soon as it is done.

Other Business

- The PBC members discussed the bids for the demolition and Hazmat abatement of the two barns on the Agri-Science property. The bids can be taken separately. The bids for the demolition were:
 - Environmental Services - \$8,500.00
 - Best Tech - \$13,700.00
 - FEB - \$5,676.00
- The bids for the Hazmat abatement were:
 - Environmental Services – \$9,600.00
 - Best Tech - \$13,600.00
 - FEB - \$12,747.75
- Mr. Flanders stated he would like to see the budget for the PBC set up with a lump sum. Having a set number put into the ACCE budget for the PBC projects would make it a bit easier to plan for projects.

Schedule Next Meeting

- The next meeting of the Suffield Permanent Building Commission will be on Thursday, April 26, 2012.

Adjourn

- There was a motion made and seconded to adjourn at 9:18 PM.

Submitted by
Kelly Hawkins

Joseph J. Sangiovanni, Chairman

Chairman Signature